



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943
www.jerome.az.gov

AGENDA

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF JEROME JEROME CIVIC CENTER 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, JANUARY 16, 2024, AT 6:00 PM

Due to the length of this meeting, Council may recess and reconvene at the time and date announced.

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Council and to the General Public that the Jerome Town Council plans to hold the above meeting. Persons with a disability may request an accommodation such as a sign language interpreter by contacting Kristen Muenz, Deputy Clerk, at 928-634-7943. Requests should be made early enough to allow time to arrange the accommodation. For TTY access, call the Arizona Relay Service at 800-367-8939 and ask for the Town of Jerome at 928-634-7943.

Notice is hereby given that pursuant to A.R.S. 1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Town Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.

Members of the public are welcome to participate in the meeting via the following options: By computer at <https://us02web.zoom.us/j/9286347943> or by telephone at **1 669 900 683**. **The Meeting ID is 928 634 7943**. A drive-up internet hotspot is now available in the parking lot in front of the Jerome Public Library. The network is Sparklight Yavapai Free Wi-Fi, and no password is required. **Please submit comments/questions at least one hour prior to the meeting** to Zoning Administrator William Blodgett at w.blodgett@jerome.az.gov.

1. CALL TO ORDER

2. APPROVAL OF MINUTES

A. Minutes of the December 19 Regular meeting of the Planning & Zoning Commission

3. OLD BUSINESS

4. NEW BUSINESS

A. Deck Repairs and Expansion at 713 Main Street for Mary Wills and Sally Dryer

B. Site-Plan review for Deck additions for 713 Main Street

5. MEETING UPDATES

6. ADJOURNMENT

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 7 p.m. on _____ in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk: (1) 970 Gulch Road, side of Gulch Fire Station, exterior posting case; (2) 600 Clark Street, Jerome Town Hall, exterior posting case; (3) 120 Main Street, Jerome Post office, interior posting case.

Kristen Muenz, Deputy Town Clerk

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MINUTES

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION TUESDAY, DECEMBER 19, 2023, AT 6:00 PM JEROME CIVIC CENTER, 600 CLARK STREET, JEROME, ARIZONA 86331

Due to the length of this meeting, Council may recess and reconvene at the time and date announced.

6:10pm (0:17) Item 1: Call to Order / Roll Call

Present were chair Jeanie Ready, Vice Chair Lance Schall, and commissioners Jera Peterson, Lori Riley and Issam (Izzy) Sharif.
Staff present included Zoning Administrator Will Blodgett and Accounting Clerk/Administrative Specialist Michele Sharif.

6:10 pm (0:38) Item 2: Approval of Minutes – Regular meeting of September 19, 2023

Ms. Ready introduces the item to approve the minutes from September 19th and asks if anyone has any commentary on them.

There was no response or commentary.

Vice Chair Lance Schall inquired if this was Mr. Sharif's first meeting. He answered that it was, and Mr. Schall advised that Mr. Sharif would need to abstain from the approval of the minutes.

Ms. Peterson moved to approve the meeting minutes

Mr. Riley seconded the motion.

Ms. Ready called the question and received 3 Ayes.

Mr. Schall abstained from voting sharing that he was absent from that meeting

Mr. Sharif abstained as well.

Ms. Ready inquired if there were any nays, there were none. Meeting minutes were approved.

Motion to approve Minutes from the Regular P&Z Meeting of September 19, 2023

| BOARD MEMBER | MOTION | SECOND | AYE | NAY | ABSENT | ABSTAIN |
|--------------|--------|--------|-----|-----|--------|---------|
| PETERSON | | | X | | | |
| READY | | | | | | X |
| RILEY | X | | X | | | |
| SCHALL | | X | X | | | |
| SHARIF | | | | | | X |

Item 3: New Business

6:12 pm (2:04) A. Shane Qualls (310 Queen Street) is requesting a Conditional Use Permit for x3 Apartment units.

Applicant/Owner: Shane Qualls

Zone: C-1

Address: 310 Queen Street.

APN: 401-06-128H

Discussion/Possible Action

Zoning Administrator Will Blodgett introduced the application for a conditional use permit (CUP) for 3 residential apartments. He shares that the applicant is seeking approval of a required CUP due to the location in a commercial district and that the property is zoned commercial. He says that the two structures currently on the property already had the apartments but was unaware if the previous owners had utilized the property in compliance with Town zoning and approvals. Mr. Blodgett shares that the new owner wants to keep everything above board for himself and his tenants, additionally he shares that he personally verified that the proposed tenants of these apartments are all Jerome locals. He further shares, the property had a parking plan approved for 10 spaces developed by a previous owner, and the current owner is intending to use the exact same parking plan for the current building use. Mr. Blodgett outlines for the board, 3 apartments require 4.5 parking spaces, and the zoning ordinance requires that we round up, so that's 5 parking spaces; 50% of the available parking is dedicated to the 3 apartments in question.

Ms. Ready thanks Mr. Blodgett for his presentation. She then asks if the 3 apartments already exist, that there are no renovations needing to be done for them, and that we're here to consider the usage as a multi-family dwelling?

Mr. Blodgett confirms that is correct.

Ms. Peterson says just to clarify she doesn't think we have zoning for multi-family, we have two family zoning, but

nothing that states multi-family, except if you have a hotel.

Mr. Blodgett says that he may have been defaulting back to standard planning language and terminology and apologized for that.

Ms. Peterson continues, that she looked for multi family but there isn't any, there is two family and one family, and in the commercial zone you can have hotels.

Ms. Ready questions how the UVX building is treated because it has 25 units.

Mr. Blodgett answers that it has a legal nonconforming status because it existed prior to the adoption of the zoning ordinance but would be considered multi family. He adds that this is an area where the zoning ordinance doesn't have efficient language. Adding, apartment housing would be called multi-family, we couldn't call an apartment two family residential because we have multiple apartment buildings in town. The reality is that we have multi-family in town and the zoning ordinance may not do a great job of describing or defining that, which is one of the things hopefully in the next year or next cycle can be addressed.

Ms. Peterson says within commercial, the hotels and all that, there could be a long term stay probably.

Mr. Schall says when you think about the intensity of the use, it could be a hotel with a long term stay, it would be the same thing.

Ms. Riley expresses her agreement.

Mr. Blodgett shares that a multi-family residence like this, for long term, would be a lower intensity use than a hotel. There is not as much traffic, and most people are doing their own housekeeping and things like that.

Ms. Peterson adds, historically boarding houses here.

Mr. Blodgett says exactly, and our ordinance doesn't do a very good job of defining the variety and diversity of the dwelling units, as the ordinance refers to them.

Ms. Peterson says that's just her side thing.

Mr. Schall shares it's a good side thing and it is something that should be addressed, but within the realm of this item we probably shouldn't be trying to rewrite ordinance tonight.

Mr. Blodgett adds, no, but it is good to keep in mind as this next year we start to have more work sessions. So if you have notes on items that you find that raise questions or red flags, they would be good notes to take to future meetings.

Mr. Schall says for now we are just trying to find the best fit.

Mr. Blodgett answers yes, we are trying to follow the intention of the ordinance as closely we can, based on our interpretations as well as what is legal precedent and what is typical for this town.

Ms. Peterson shares she wants to bring that up in New Business.

Ms. Riley shares she thinks this is a great idea, we need the housing so desperately, and this project is perfect for Town.

Ms. Ready points out the fact that 3 units already exist in the structure. She continues it's already a multi-family set-up and would assume it has existed that way since it was built, or for a long time, at least, as far as she can tell.

Mr. Blodgett says likely it was originally built out this way, or at least two-thirds of it were on initial construction.

Mr. Schall notes that it's been this way for a while. He refers to the photo pointing out it is from after the Cuban Queen fell down, but before the new one got built.

Ms. Peterson inquires if it has ever come up for a CUP previously.

Mr. Blodgett answered no, not as far as he could tell.

Mr. Schall shares that he was on the board when the 10 parking spaces were done but didn't believe a CUP was granted at that time.

Mr. Blodgett says the new owner is planning to re-utilize that same parking plan.

Ms. Ready asked was it used as a multi-unit residential?

Mr. Schall says no, the 10 parking spaces was for other use. They were going to serve wine there, have wine tastings and an art gallery so it was all for commercial use and they had to show their 10 spaces.

There was brief discussion between board members locating the parking spaces in reference to surrounding properties.

Mr. Schall and Mr. Sharif notice a hand up in the audience.

Jerome Resident, Nancy Robinson, asks for clarification for herself, if the applicant is applying for a CUP because of the parking?

Mr. Blodgett answers no for the residential use, he adds in terms of residential use in the commercial district is a conditional use.

Ms. Robinson says she knows; she continues, we have a building that's apartments and we don't have a conditional use permit. Because historically it was, or is it because this is new?

Mr. Blodgett answers this is a new building this is not a historic building.

Mr. Robinson says she was just thinking if they kept it commercial it reduces the number of spaces needed or is it because as an apartment there will be multiple vehicles that is requires the town to make it a CUP?

Mr. Blodgett answers, it's in terms of the use. Any residential use in a commercial district that is not a legal nonconforming use, so anything new, part of the consideration of the CUP is to doublecheck they have the required off street parking.

Ms. Ready says which we obviously have adequate parking in this instance and asks if there are other questions or commentary.

Ms. Robinson says about the parking, because it's used for public parking right now is signage going to be necessary?

Mr. Blodgett shares no, his parking plan is on his private property. It is not on public property.
 Ms. Robinson adds that she was trying to figure out from the picture where it was.
 Ms. Riley shares that he has trees there, but she's been down there and there is plenty of parking on his property.
 Ms. Ready adds she drove by the day before to get a good visual.
 Mr. Sharif adds there is delineation between the two areas. When you're down there you can see where the spots are going to be.
 Mr. Schall adds you drive over the slope to go down into his property, and he knows there is plenty of parking spaces because he's seen that many construction trucks down there.
 Ms. Peterson asks, any commercial use that's having residents live there, they have to have a CUP correct?
 Mr. Blodgett says no commercial use is still an accepted use. He adds there is a gallery space and two young ladies exploring putting a business in there. The limitation for their business is going to be the remainder of the parking. After using 5 spaces as residential they have 5 spaces left for their use. What they'll have to do, because it will be a mixed use building, is have the building sprinkled according to fire code. He says the property owner and the two ladies are proceeding forward with it either way, and the property owner has been very understanding with this whole process.
 Mr. Sharif questions if the residential spaces will have to be separated from the commercial parking.
 Mr. Blodgett says that's up to the property owner and however he wants to delineate and distribute those spaces.
 Mr. Sharif asks what about ADA compliance if it's a commercial space?
 Mr. Blodgett answers he has some limited ADA compliance.
 Ms. Sharif says he just wanted to ask if they needed to delineate between residential and commercial.
 Mr. Schall adds they may not need to but likely the owner will.
 Ms. Ready imparts for this purposes it's a matter of do the parking spaces exist to adequately address the use.
 Mr. Schall adds that he could even assign spaces that aren't on premises. It can be done, he'd have to own them, but he could own spaces somewhere else and tell everyone they have to park there and walk down.
 Ms. Peterson says there is no construction, that's all done. She asks if at this point, they're just doing the parking.
 Mr. Blodgett answers he has little projects, cleaning up the property, maintenance and repair work, slight improvements, and safety things, but in terms of renovating the buildings the dwelling units are already there.
 Ms. Peterson goes back to her question originally, if someone is living above a commercial space is that always going to be a CUP?
 Mr. Blodgett answers, it depends how long they've been there? If it's been since the 40s or 50s it could be a nonconforming situation, and unless they meet a certain threshold or make certain changes at some point then it may not be something that is addressed.
 Ms. Peterson asks but if it's torn down then it has to be
 Mr. Blodgett answers yes, if it's torn down, changes ownership, they decide to upgrade kitchen, things like that.
 Ms. Peterson says so any changes?
 Mr. Blodgett responds, significant changes then yes, we have to pull them into compliance.
 Ms. Peterson moves to approve the CUP for 310 Queen St.
 Mr. Schall seconds the motion.
 Ms. Ready calls the question, receives 5 ayes and no nays, and the motion passes.

Motion to approve a Conditional Use Permit for 3 apartments at 310 Queen St.

| BOARD MEMBER | MOTION | SECOND | AYE | NAY | ABSENT | ABSTAIN |
|--------------|--------|--------|-----|-----|--------|---------|
| PETERSON | X | | X | | | |
| READY | | | X | | | |
| RILEY | | | X | | | |
| SCHALL | | X | X | | | |
| SHARIF | | | X | | | |

6:24 pm (14:40) B. Tom Bouquet (778 East Ave.) is proposing exterior changes with minor structural changes.

Applicant/Owner: Tom Bouquet

Zone: R1-5

Address: 778 East Ave.

APN: 401-07-101B

Discussion/Possible Action

Mr. Blodgett introduces this application and begins by sharing that most of the changes being made are in the purview of the Design Review Board, but there are minor structural changes in that the applicant is adding some decking as well as a double sliding door, but for the sake of understanding the rest of the project he included all of the information in the packet. He notes the building has a great structure but could use exactly what the applicant is proposing to help it fit in with the rest of the surrounding neighborhood. He notes we do have historic communities and where it's possible to fit a new structure into that historic community is a good thing, however one of the concerns shared by historic preservationists and SHPO has is they don't want to see a facsimile or a fake Victorian. He points out there is an attached 2 car garage on this building so that is obviously not a Victorian architectural element, so he does not believe there is a conflict with SHPO or historic preservation standards.

Ms. Peterson asks for confirmation that it wouldn't be their concern anyway.
 Mr. Blodgett says no
 She responds, ok, because it could be a carriage house.
 Mr. Blodgett responds, "you know, it's always possible." He then points out on page 8, on the west elevation, item # 2, is the largest change on the back. They will be replacing windows with a double sliding door and adding decking on the back. He says that's fairly minor and doesn't think this is going to impact any neighbors, adding there are no neighbors on this side of the home as the property abuts Douglas Ave. below, additionally there is no change to the viewshed of any of the neighboring properties. He shares generally speaking the addition of the gingerbread Victorian architecture elements make this building pop, adding that's not for this board to review but he's really excited about it. He continues, the biggest change, to be a positive feature, can be seen on the previous page, page 7, on the East Elevation where you'll see the shed dormer above the 2 car garage. He says the photograph does a good job at showing the asymmetry of it, adding his symmetrical brain hates this picture and hates looking at it. He then informs the board that this will be the largest structural change as they pull out the old dormer and replace it. The replacement shown on page 7 reflects that it will be wider and expanded a little bit to give it more symmetrical measurements.
 Ms. Peterson asks if the East Elevation is their entrance.
 Mr. Blodgett confirms the East Elevation is their entrance off of East Avenue.
 Ms. Peterson notes the only thing that really looks like footprint is the stairs, that are setting out. She asks was that not there before?
 Mr. Blodgett clarifies what is seen here is not stairs, it is lapboard siding. The actual footprint of the front stairs is not going to change, however on the lower East Elevation there is a garden gate and garden fencing, a lot of which has been destroyed by javelina and they're going to be repairing and beefing that up to keep the javelina out.
 Ms. Peterson seeks clarification asking, on the East or North?
 Mr. Blodgett confirms East and North, that fencing goes around both sides. He adds the major structural changes are the shed dormer expansion and the addition to the double sliding door on the opposite side.
 Ms. Peterson says her original question is from page 11, regarding the deck. She asks, the deck is not the border of their property, correct? Their property kind of extends back.
 Mr. Blodgett confirmed no that is not the border of their property.
 Ms. Peterson referring to the documentation notes where the placement of a tree is and the shape of their property being triangular.
 Mr. Blodgett, confirms the tree placement and adds their setbacks are not going to be impacted by this, they have more than enough.
 Mr. Schall adds for footprint, height, we haven't changed anything.
 Ms. Ready notes it is staying within their setbacks.
 Ms. Riley says they're making it cute.
 Ms. Ready adds that dormer would make her nuts. So it makes sense to her
 Mr. Blodgett confirms they haven't changed any of their access dramatically.
 Ms. Peterson asks if the dormer has any purpose besides looks? Can you go into it?
 Mr. Blodgett shares that it is a recessed space inside, but he couldn't provide any more detailed description.
 Ms. Riley asks we don't know if that's a loft up there that they're using for storage.
 Mr. Blodgett confirms that the space above the garage is their living room. He says the front dormer will expand their living room window and the back sliding doors will go out from the living room onto the deck.
 Mr. Sharif says, referring to the packet drawings, originally, it's just windows, no deck. Now they're going to provide themselves with a deck that looks like it will wrap around to the front so they can enjoy outside.
 Mr. Schall added when he looked at the packet, he thought they were going to turn it into a nice living room and didn't realize it was the current attempt at a living room.
 Ms. Riley adds it brings more light into the room so it makes sense.
 Mr. Blodgett adds all in all it makes sense to him, and of course all building permits will have to go through Barry Wolstencroft, who will provide all the inspections to make sure code compliance is maintained.
 Mr. Schall shares that he believes the original architect of the house was a retired school teacher.
 Mr. Blodgett shares that he had a zoom call with the owner and their architect, who was shocked at how easy the Planning and Zoning process is here in Jerome. He jokingly asked if she could put that in writing.
 Ms. Ready asked can she let everyone else know?
 Mr. Schall adds we try but people still want the whole commission to go away, additionally this home predates him and his time on Planning and Zoning commission. He then motions to approve the structural changes.
 Mr. Sharif and Ms. Riley both seconded the motion.

Motion to approve exterior and structural changes at 778 East Ave.

| BOARD MEMBER | MOTION | SECOND | AYE | NAY | ABSENT | ABSTAIN |
|--------------|--------|--------|-----|-----|--------|---------|
| PETERSON | | | X | | | |
| READY | | | X | | | |
| RILEY | | X | X | | | |
| SCHALL | X | | X | | | |
| SHARIF | | X | X | | | |

At 23:08 Ms. Riley recuses herself from the dais, asking if she should leave her chair.

Mr. Blodgett confirms, adding it would be appropriate for her to join him in the audience, seated next to him, that way any questions about the project can be addressed to her directly.

Mr. Schall shares, that's the general process, recuse is like step off the dais and sometimes leave the room.

Ms. Ready adds, and sometimes not be in the meeting at all, but not in this situation.

Mr. Blodgett shares if anyone at any point, for the discussion phase, would like Lori to leave chambers they are happy to acquiesce but for he will have her sit next to him so that she can answer any questions directed to her.

Ms. Ready says as it relates to Ms. Riley being the applicant it's appropriate for her to be here.

6:34 pm (24:00) C. Lori Riley (211 Mine Road) is seeking approval for the installation of an elevator/lift and expanded decking for wheelchair access.

Applicant/Owner: Lori Riley

Zone: AR/R1-5

Address: 211 Mine Rd.

APN: 401-11-019T

Discussion/Possible Action

Mr. Blodgett shares the applicant, also present, is adding a wheelchair lift and decking to accommodate the wheelchair once lifted to get into the top floor workspace studio. He shared the existing building is a workshop and office space. It is a customized prefab building not a historic building, so we don't have those historical considerations. He points out page 5 shows the changes being made to the decking; the highlighted section shows the new electric lift placement along the side of the building, and the dashed lines up top show the locations of an expanded deck. The lift will elevate a wheelchair then the person in the wheelchair can navigate around and then enter the top floor of the building. He shares that adding this access inside the building is not practical, so this is the only way to make this accommodate a wheelchair for upstairs access. He shares, given the construction and age of the building he doesn't think there are any serious concerns, adding that Barry didn't seem to have any concerns about this installation at the time. He reiterates, just like every project it will be subject to building permits, inspections, and code compliance, and further this is fairly straightforward, the property is dual zoned R1-5 and AR, and none of this seems to be in conflict with the zoning.

Mr. Schall notes there is no problem with lot coverage.

Mr. Blodgett confirms there are no setback problems, no need to adjust the location or placement, and there is enough space between existing buildings and the lot lines. He adds we also have the technical information about the lift itself that he input into the packet, adding the code compliance aspect of this will be in the hands of Barry being that he is unfamiliar with these devices and could not speak about them specifically. He invites questions from the board to the applicant directly or if the applicant would like to share anything about their project.

Ms. Peterson addresses what was said about the accessory, that you cannot dwell in it, but because it's agricultural?

Mr. Blodgett answers that use is a different issue, this is just for the construction, getting this building to the point that it's accessible. The intention for the use down the road is going to require additional hoops and potentially a variance from the Board of Adjustment. At this stage in the project the applicant wishes to go ahead and get the physical work done.

Ms. Peterson continues, that she was reading through section 503 C, and thinks within that realm it won't have a problem with use.

Ms. Riley shares the company she is using is the same company that installed the Prochaska's elevator lift.

Mr. Blodgett thanked her for sharing, adding he can never remember the last name.

Ms. Ready adds she's sure Ms. Riley is the person most interested in installing a safe and adequate lift.

Ms. Riley shares the purpose of this is her mother is 87, and she will need to take care of her, so they are going through all the permits to get it to be a livable space.

Ms. Ready asks eventually?

Mr. Riley confirms yes.

Ms. Ready says but for the time being getting started on having access to that upstairs area is the first step. She then asks if it has a backup power source? Or if the power goes out how would the lift operate?

Ms. Riley shares she believes there is a battery pack inside that holds power for so long, so that someone could get out.

Mr. Sharif shares normally these have a backup battery, and that if there is not one already, one can be purchased.

Ms. Riley adds she spoke with Lindsay at Mobility Pro, who said that it has a battery, adding there is a whole room that has to be built for the electrical.

Mr. Sharif points out in the packet there is an emergency manual crank, also seen by Mr. Schall.

Ms. Ready said she was wondering if it had a crank system.

Mr. Schall adds the occupant of the elevator may not be able to operate the crank.

Several board members expressed agreement that the Fire Department or someone would be able to assist.

Ms. Riley shares there are also still stairs on the outside to get up and assist if needed.

Mr. Sharif points out two options for the battery backup, a 40 cycle back up for major motor function as well as for the lowering.

Ms. Riley shares where the deck is being expanded is into her property and well within setbacks.
 Mr. Sharif seeks confirmation that the deck is being expanded only slightly to accommodate the wheelchair.
 Ms. Riley confirms yes and they are moving the stairs. She shares Barry isn't crazy about them anyway, and they need to be moved.
 Mr. Schall says this is your opportunity to make better stairs. He then says he has no complaints with it.
 Ms. Ready says she is satisfied.
 Ms. Peterson makes a motion to approve the expanded decking and elevator lift.
 Ms. Ready seconds the motion and calls the question.
 The motion passed unanimously.

Motion to approve expanded decking and installation of elevator lift at 211 Mine Rd.

| BOARD MEMBER | MOTION | SECOND | AYE | NAY | ABSENT | ABSTAIN |
|--------------|--------|--------|-----|-----|--------|---------|
| PETERSON | X | | X | | | |
| READY | | X | X | | | |
| RILEY | | | | | | X |
| SCHALL | | | X | | | |
| SHARIF | | | X | | | |

(32:11) Ms. Riley resumes her seat on the dais.

6:42 pm (32:22) Item 4: Meeting Updates

Mr. Blodgett shares that the Design Review meeting did not take place in November and is uncertain that there will be a meeting this month either. He adds it is hard to ask people to come to a meeting the day after Christmas. He says likely there will be a DRB meeting sometime early in January. He shares the next P&Z meeting next month should not be impacted by holidays. He shares he will have things to review for zoning ordinance changes, updates, and additions. He asks if commissioners have things in their head or notes of things that are broken or don't work to let him know.

Ms. Peterson asks if should be done by sections.

Mr. Blodgett says he would prefer it to be addressed issue by issue, that way items can be prioritized. He says there are some things that should be addressed sooner than others and some may be easier to resolve than others and is trying to approach this strategically.

Ms. Peterson asks if he means when someone comes to P&Z then deal with it?

Mr. Blodgett clarifies that he is talking about work sessions on issues in the zoning ordinance.

Ms. Ready follows, for example the issue of the multi-family versus two-family and clarifying the ordinance that way.

Ms. Peterson says that's kind of what she was saying, by doing it in sections.

Mr. Blodgett clarifies he doesn't want to go through it in chapter order, sharing there are issues that can be addressed, and things the Town and people need done first.

There was some discussion about setting a brainstorming session potentially for the next meeting.

Ms. Riley asks for a house to become multi-family or two units how many parking spaces are they supposed to have for two units?

Mr. Blodgett confirms it's 1.5 spaces rounded up to 2. He continues, he's sure it made sense to reduce the impact on larger developments, but obviously that is not something we deal with here. He says it's an example of how elements in our ordinance make sense anywhere else, but don't really fit here, so now he hopes to benefit from decades of experience and hopefully fix things and to make them work better for us.

Mr. Schall adds further, this is a case of a developer would make a neighborhood with 10 houses and has to have 15 parking spaces. That conforms. But here we don't have developers building 15 houses, it's a single house, and if you build a house, you need 2 parking spaces. He says he likes Mr. Blodgett's idea, and that the Zoning Administrator knows what he's dealing with every day and can help prioritize a list.

Mr. Blodgett shares the opinion that they have their work cut out for them but believes he has identified a handful of priorities to be addressed.

Mr. Schall imparts that he'd like to clean up the definition of attached house, detached house, and what is a dwelling unit specifically.

Mr. Blodgett shares another example of what he's found that should be addressed. He shares that we talk about decks not porches, and we have regulation for decks but nothing for porches. The only time the word porch is mentioned is in the definition of a deck but then it's not addressed again.

Mr. Schall agrees we should clarify the definition of both. He adds a balcony doesn't touch the ground just the house, a deck touches the ground, and a porch has a cover.

There was discussion of examples of decks and porches around town amongst the board members.

Mr. Blodgett points out we're asking these questions is because it's not defined. He'd like to expand on the definitions and in doing so also make sure they meet or conform with State definitions. He adds there are things that have become commonplace now that weren't in 1977 when this was adopted. Things like Connex units or shipping containers, that are legally trailers according to DOT, are designed to be mobile and transport goods but oftentimes now can be turned into structures or a variety of other things. So the use and definition can change, but these are issues th

we have actively dealt with that need to be defined and prepared for.

Ms. Riley imparts that they are used in construction all the time now.

Mr. Schall points out that our ordinance says you can't park and live in a mobile home in Jerome. So mobile home, RV, trailer, or storage container, which is a trailer with no wheels.

Mr. Blodgett says some of the terms are blanket and generic and are almost not usable, and there's a good side and a downside to this. He says not changing things gives flexibility to take every project on a case by case basis, but you have to exercise a lot of attention to detail if you're doing that. Where if you codify certain regulations and definitions, it gives you a guideline to operate within. He says he's been on the fence and likes the flexibility of taking unique situations, only available in Jerome, on a case-by-case basis but at the same time having legal definitions and guidelines to work within are going to be very important.

Ms. Ready expresses her agreement.

Ms. Peterson says that's especially with the old buildings and keeping a certain percentage, we need to define that percentage because it's not defined.

Mr. Blodgett agrees, adding that is a big deal, we have no definition of what percentage is a remodel. If someone is changing 98% of a house and leaving 2%, is it a remodel or new construction. The way ordinance is written we have to take it on a case by case basis, but that can lead to a slippery slope down the road that could turn into lawsuits where it could be argued that decisions were arbitrary and not based in reality, as opposed to setting and defining an agreed upon percentage. He says he will reach out to his SHPO contact to touch base on what are best practices, adding Phoenix for example uses the 10% / One wall rule, and a lot of communities around here also use that.

Mr. Sharif asks is that historical Phoenix?

Mr. Blodgett answers it's not enough for Jerome in his opinion, and he thinks we can do better.

Ms. Peterson says it's something that benefits the town, we want to preserve the town.

Mr. Blodgett agrees and says this is one of the things we definitely need to open up and talk about. He shares an example, using Mr. Schall and says, if Lance buys a building in town and we say you have to keep 30% of it, but then he finds out the whole thing is structurally unstable then there needs to be enough workaround for that. So that if someone does purchase a building to renovate they do have the flexibility to deal with whatever is found once the work is started, because you never know what the reality is going to look like. Having that flexibility and compromise will be the win for Jerome, it keeps the flexibility and includes regulatory language to give guidelines to work within.

Ms. Riley asks if the Haskins building an example of that right now?

Mr. Blodgett says he can't speak directly to that project as has had only casual conversations with the owner and hesitates to repeat it in the chance he could potentially relay incorrect information. He shares that the owner is continuing the renovation, trying his hardest and is not going to pull a demolition permit, and that this is one of those situations that having flexibility to work with the owner will be really important.

Ms. Peterson says if the material is just rotten, maybe its sections that you make resemble the old with something completely new.

Mr. Blodgett shares the treatments of the Secretary of the Interior(SOI), one of them being Reconstruction. He says reconstruction is the hardest and least used because doing a proper historic reconstruction is fairly difficult. However here it might be a little easier because we have so much documentation and we have the building still standing, so more documentation can be made as its disassembled and facsimiles can be made.

Mr. Schall asks if Mr. Blodgett was present when the State repaired the Douglas Mansion.

Mr. Blodgett says no he wasn't, but they did have to follow SOI standards.

Mr. Schall continues its adobe, and that's what they made it out of, they took down what was damaged and fixed it.

Mr. Blodgett shares government agencies, like the State of Arizona, and Town of Jerome, have more requirements and regulations on historic buildings. There are laws on the books that government agencies have to consider utilizing or repurposing historic buildings for their office space before they can look at new. So there are a lot of incentives and laws for that, more so than in the private sector. So if the State was going to do work on the Douglas mansion and its adobe, they were going to rebuild it.

Mr. Schall says that's what they did, adding but like any state sometimes there's a budget, but when they get it in their heart to do something the money comes from an act of the State.

Mr. Blodgett acknowledges that they can make things happen that we can't yet.

Ms. Peterson says it seems to her that if someone is trying to preserve and they can't because it's in bad shape then have that as the second option.

Mr. Blodgett compares it to and shares the Theseus' Ship paradox. He says that Theseus, over the course of his life, replaces every board, every nail, every sail, every rope on the ship at some point. It's the same ship, but not one part is still the same or original to the ship as when he started, so is it the same ship? He shares for historic preservation purposes even if it is not the same ship, it's filling the same space and serving to keep a larger community and neighborhood intact in a historic way. Even if the original building has to be replaced or wholesale replaced, it's still filling that space and that spatial relationship in the neighborhood.

Mr. Schall says it's sort of a philosophical thing, if you knock something down completely and rebuild the same thing in the same spot then that is a little different than the Ship of Theseus. The ship changes over a lifetime it was never the intent to knock it down and rebuild another one he was just maintaining it.

Ms. Peterson says like Lincoln’s cabin, it’s probably not the same boards at all.

Mr. Blodgett says sometimes it’s less important to keep the individual boards and planks and is more important to keep that space. Because the space is that tangible connection to history that someone can see, experience, and almost imagine or project themselves into. The impact on neighborhoods and community aesthetic is important even if it is harder to quantify. He finishes saying he doesn’t want to go down a rabbit hole and board members have already had a long day.

Ms. Ready says she’s sure there will be more discussion in the future on these topics because it’s important. She thinks everyone made some good points and wants to keep working at it. She asks if there are any further updates.

7:00 pm (50:00) Item 5: Adjourn

Ms. Peterson moves to adjourn the meeting

Ms. Ready seconds the motion and calls the question.

Meeting was adjourned at 7 p.m.

Motion to adjourn at 7:00 p.m.

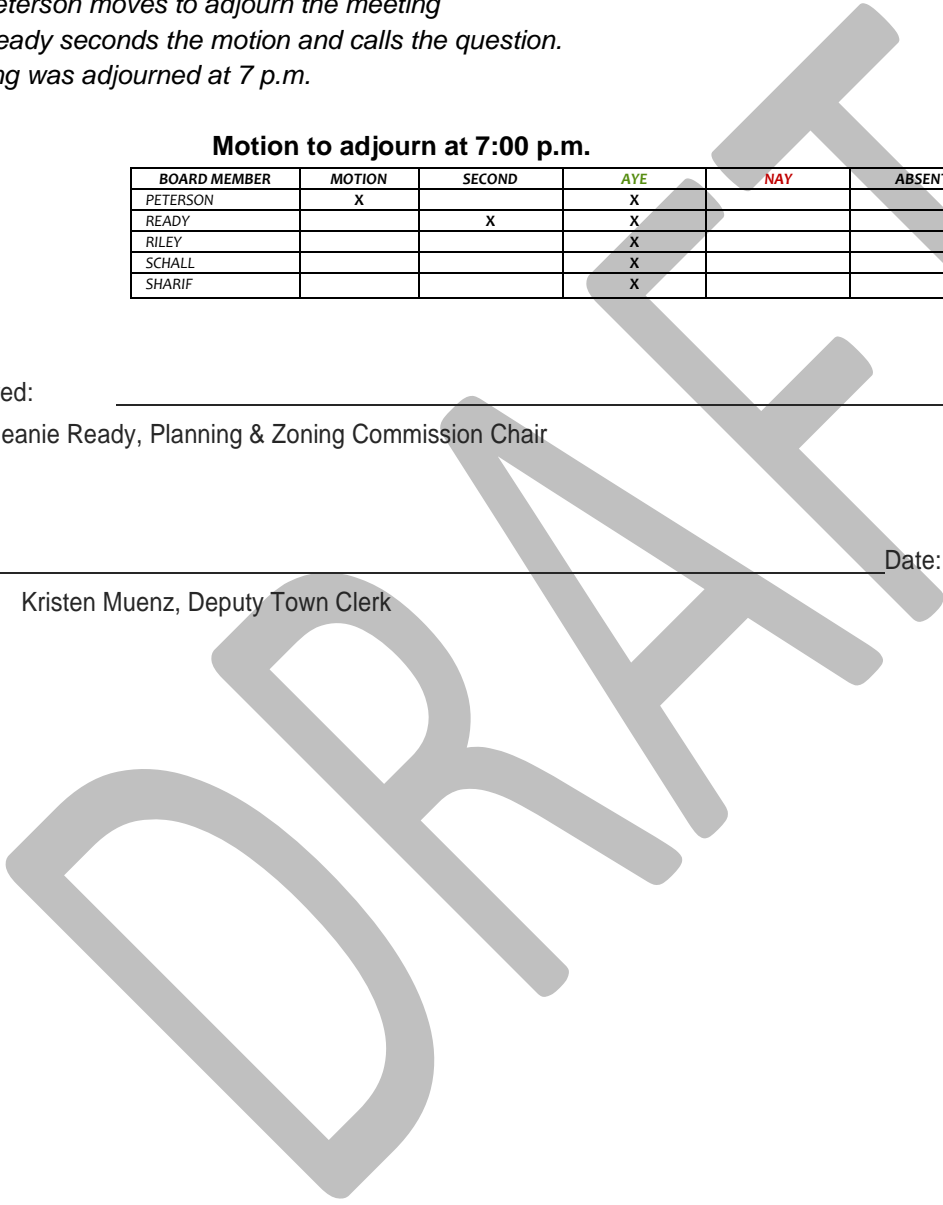
| BOARD MEMBER | MOTION | SECOND | AYE | NAY | ABSENT | ABSTAIN |
|--------------|--------|--------|-----|-----|--------|---------|
| PETERSON | X | | X | | | |
| READY | | X | X | | | |
| RILEY | | | X | | | |
| SCHALL | | | X | | | |
| SHARIF | | | X | | | |

Approved: _____ Date: _____

Chair Jeanie Ready, Planning & Zoning Commission Chair

Attest: _____ Date: _____

Kristen Muenz, Deputy Town Clerk





TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

Zoning Administrator Analysis Planning & Zoning Commission

Item :
Location: 713 Main Street
Applicant/Owner: Mary Wills & Sally Dryer
Zone: AR
APN: 401-07-114D
Prepared by: Will Blodgett, Zoning Administrator
Recommendation: Discussion/possible action

Background and Summary: The Applicants, Mary Wills and Sally Dryer are repairing large sections of the existing deck and slightly expanding the deck which includes replacing a top floor window with a new door to access the uppermost portion of the deck and stairs. The current structure has no interior connection between the floors, and the additional deck and stairs will help accommodate movement between the two. See applicants letter on the following page.

Building Background: Yavapai County GIS records the structure at 713 Main Street as a Single Family Home originally built in 1890. The Town of Jerome Historic inventory from 2007 records the property as the “Vickers house” constructed in 1945 and in “good” condition. The property is a contributor to the Historic Landmark designation and to the National Register of Historic Places. The existing deck was approved in 1991.

Purpose: The purpose of the site plan review is to provide for the public health, safety and general welfare, and to protect the environment and the historical character of the Town of Jerome. The plan review will include an examination of all proposed site work, and excavation and grading regulations, with special regulation of work sites with extreme slope or unstable soils. Essential to this purpose is the review of possible impacts on surrounding properties.

Property Standards: The Town of Jerome Zoning Ordinance in section 303.1.B.b says simply that “Decks” will require review by the planning and zoning commission. In Section 502 (General Provisions) of the TOJ Zoning Ordinance, subsection H, dealing with Yard, lot and Area requirements, states; “10. *No portion of any deck shall be located within five (5) feet of the lot line except in those districts where residential use is not a permitted use. In those districts, decks should conform to the required yard for that zone. Decks shall not encroach into any public easement. Square footage for decks shall be included in lot coverage for each zoning district.*”

Response: The existing deck, and proposed expansion area are facing southward, away from the Highway and neighboring structures, and is not placing any portion of the deck closer to the property lines or reducing any required setbacks. The property this house sits on is a 18,730sf parcel, and the deck expansion will not impact the requirement for the AR zone that; “*No more than 40% of the net area of the lot may be covered by the main building and accessory buildings.*” Additionally the project will not impact any public easement or Right-of-way, and will not be extending the height of the decking beyond the current elevation as the upper-most expansion is lateral, not vertical. All building permits and codes will be required and inspected by the building inspector.

Letter from the Applicant:

Project Description: Deck Extension

713 Main St., Jerome AZ, 86331

Mary Wills & Sally Dryer

This project is designed to extend the existing deck on the same south side facing of their single family residence, as well as attach the deck to the upper floor. This very old property never provided a connection from the main residence downstairs to the upper floor. Connecting the two floors externally will allow Mary and Sally to access upstairs without walking to the driveway and back to enter the upper level.

The structure is designed with cement footings and hemp fir lumbar as described in the architectural drawings previously provided. The structure will appear the same as the existing structure which was recently repaired and re-stained. The stairway will lead to a door which will replace an existing window.

Approximate measurements: the existing deck is approximately 15' x 13'6" and the addition will approximately double the length of the existing structure. See plans for details.

Pictures attached for clarification.



Aerial Photograph of the property at 713 Main Street
(apn: 401-07-114D)

Source: Google Earth



Parcel Map from the Yavapai County GIS site, with parcel 401-07-114D (713 Main Street) highlighted.
Source: Yavapai County GIS



House: front/
eastern face



South facing window to be
replaced by door



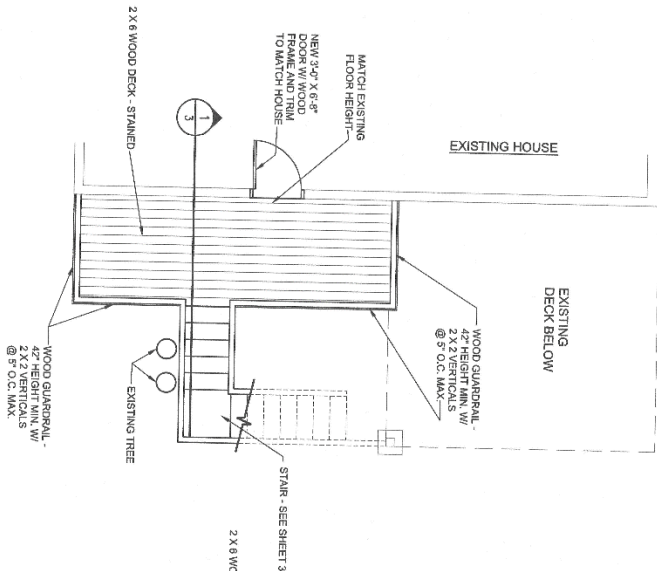
Existing window to be replaced by door



West side view

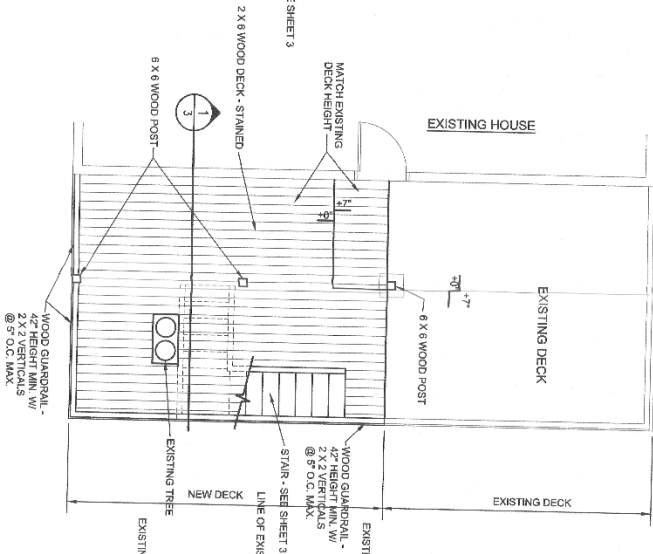
UPPER LEVEL FLOOR PLAN

SCALE: 1/4" = 1'-0"



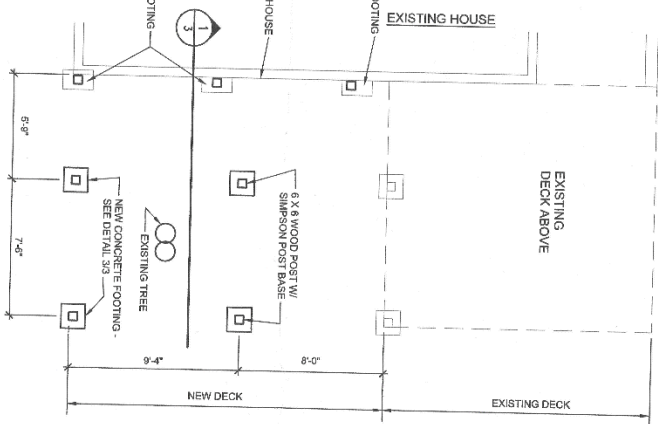
MID-LEVEL FLOOR PLAN

SCALE: 1/4" = 1'-0"

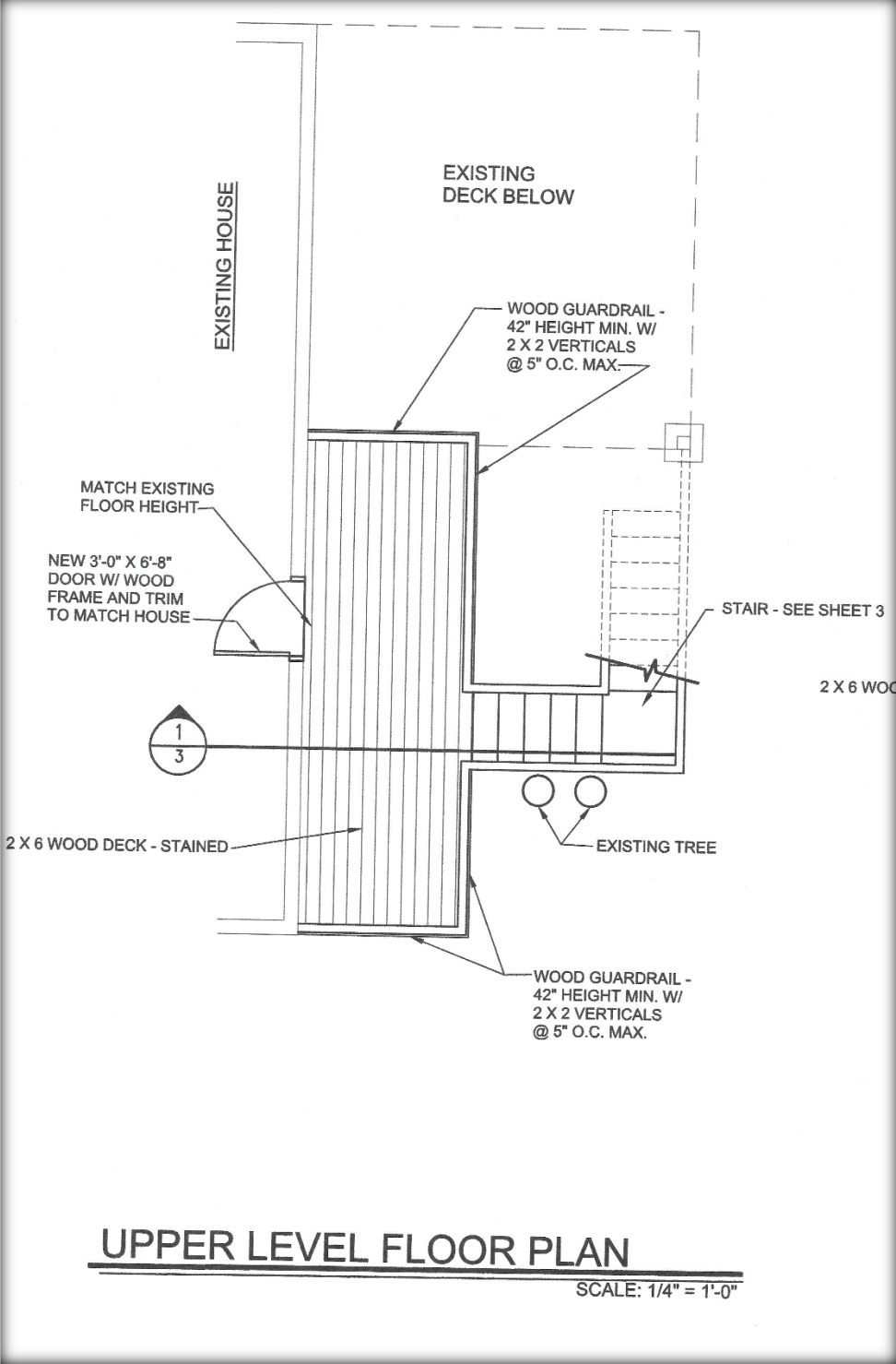


LOWER LEVEL FLOOR PLAN

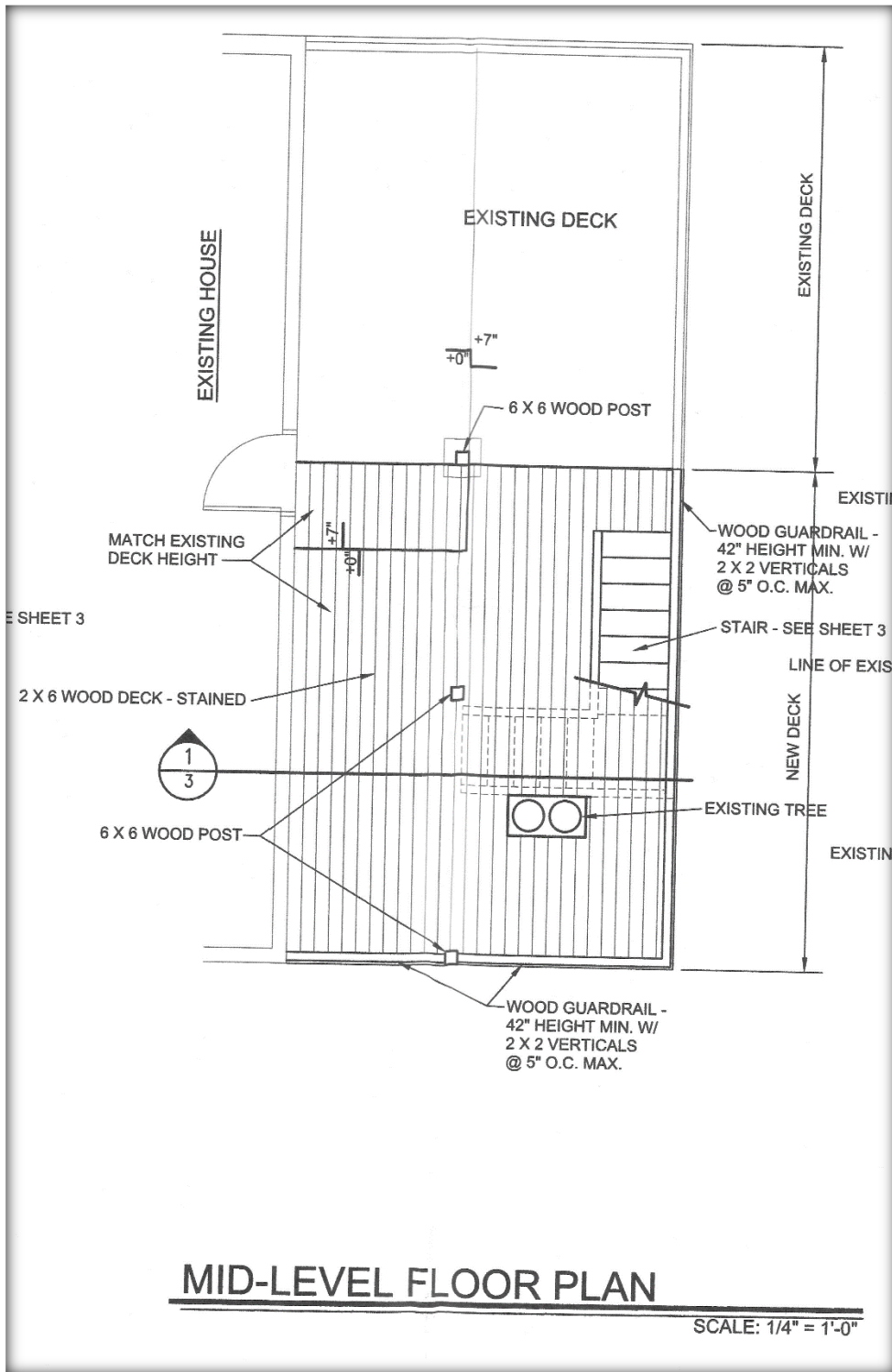
SCALE: 1/4" = 1'-0"



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|---|-------------|----------------|---|
| 1 | FLOOR PLANS | DECK EXTENSION | MARY WILLS & SALLY DRYER 713 MAIN STREET JEROME ARIZONA |
|---|-------------|----------------|---|

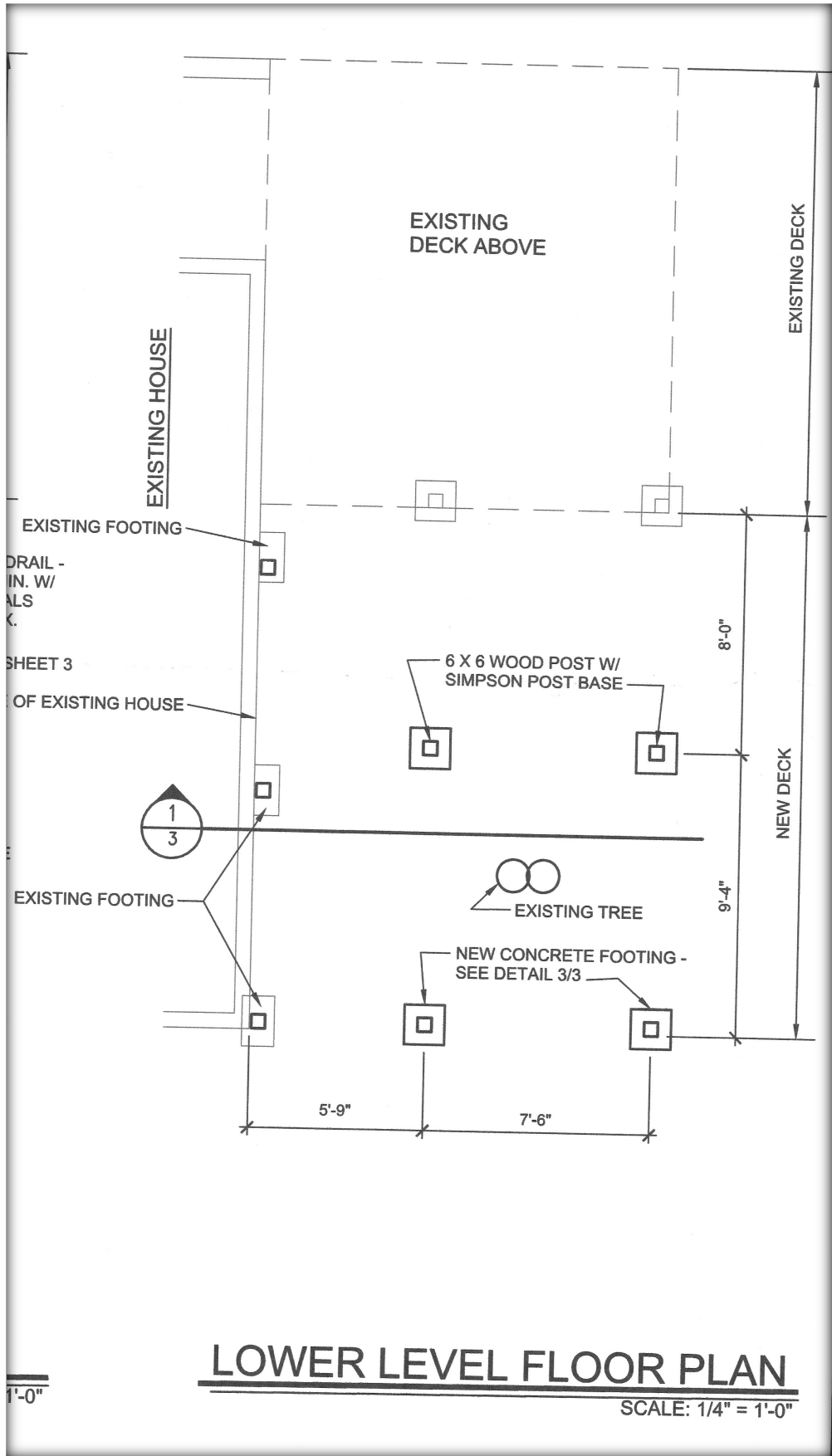


Detail view of page 1, floor plans, for the Upper Level floor plan.
Source: Mary Wills & Sally Dryer



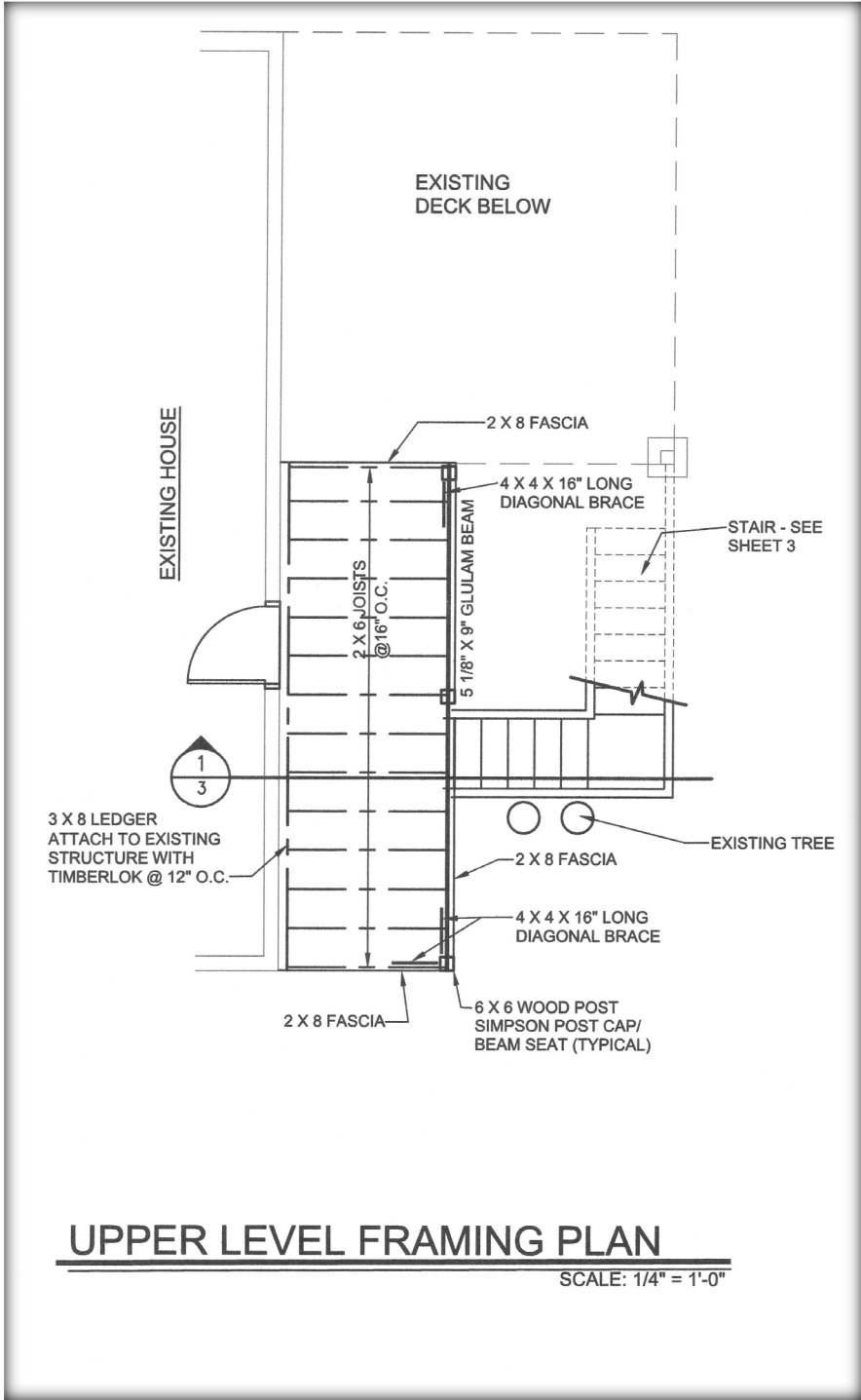
Detail view of page 1, floor plans, for the Mid-Level floor plan.

Source: Mary Wills & Sally Dryer

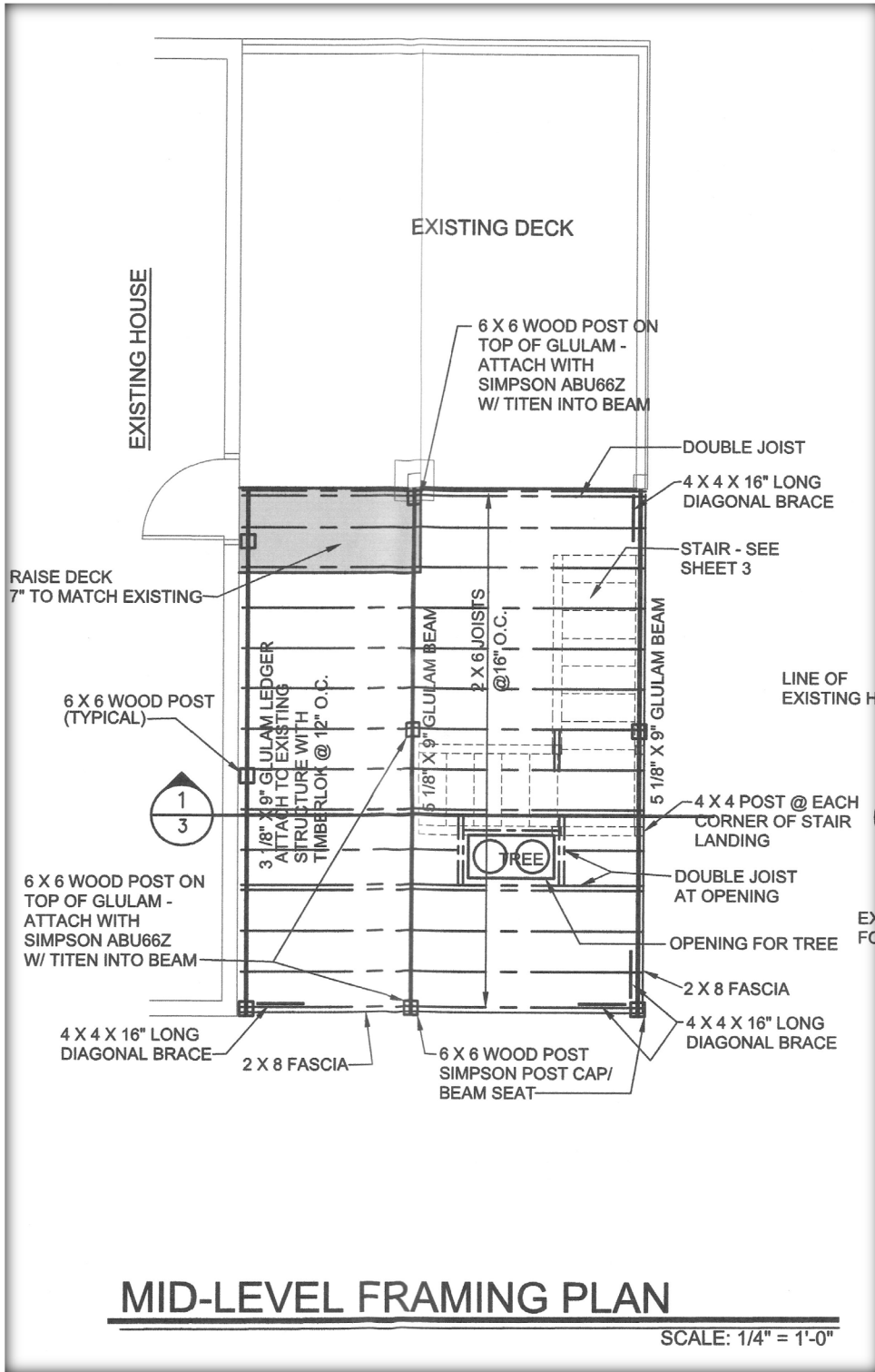


Detail view of page 1, floor plans, for the Lower-Level floor plan.

Source: Mary Wills & Sally Dryer

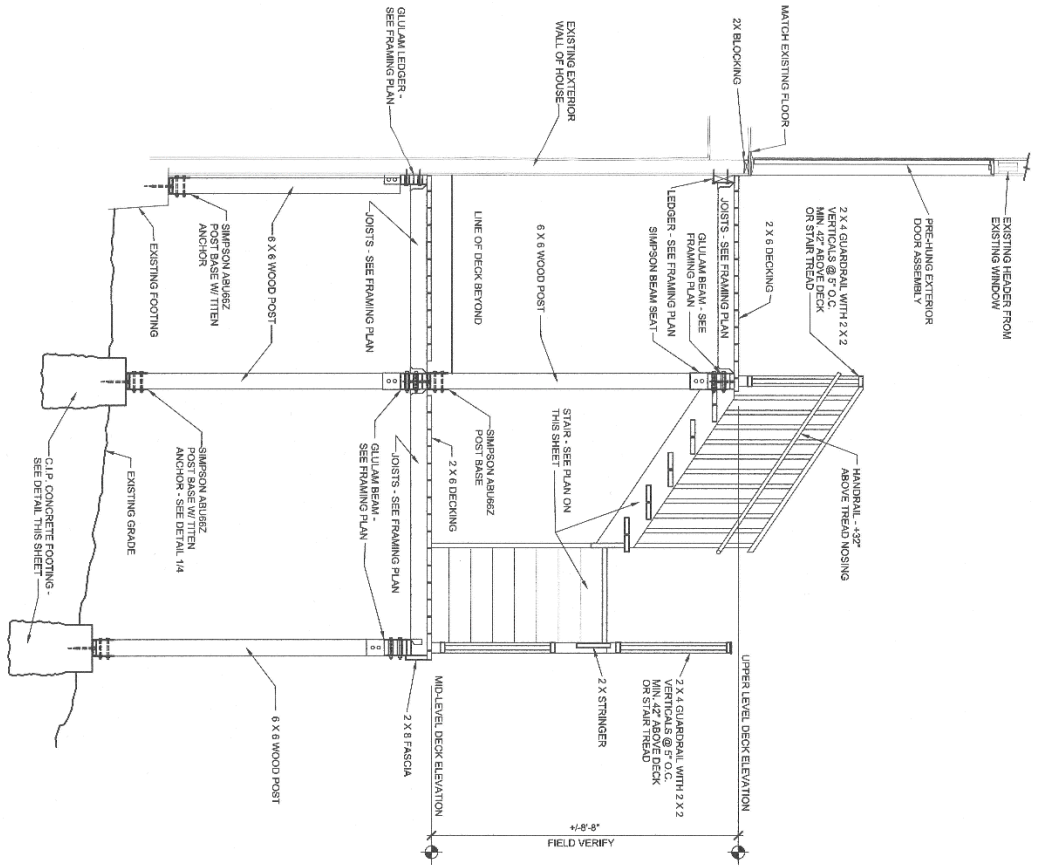
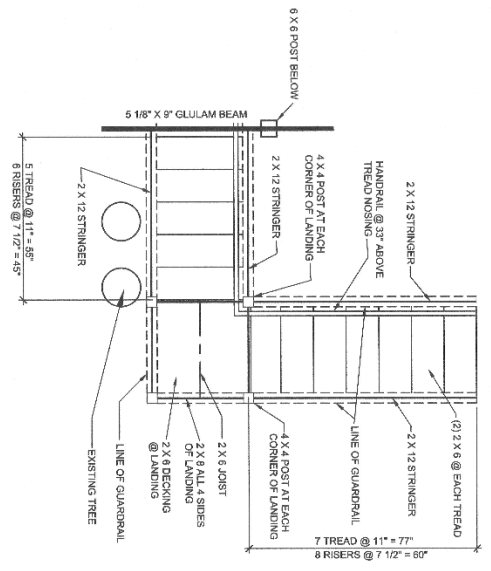
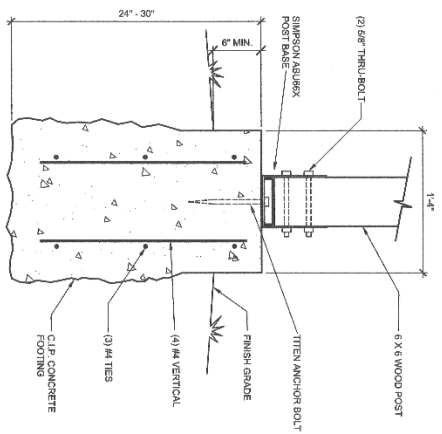


Detail view of page 2, Deck Extension, for the Upper Level framing plan.
Source: Mary Wills & Sally Dryer



Detail view of page 2, Deck Extension, for the Mid-Level framing plan.

Source: Mary Wills & Sally Dryer



2 STAIR PLAN
SCALE: 1/2" = 1'-0"

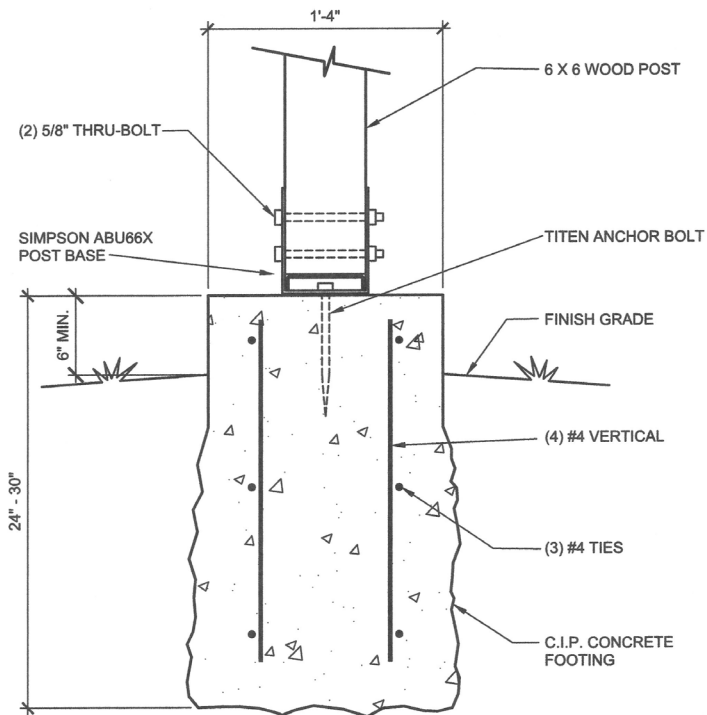
3 FOOTING
SCALE: 1/2" = 1'-0"

1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

3 BUILDING SECTION
STAIR PLAN

DECK EXTENSION

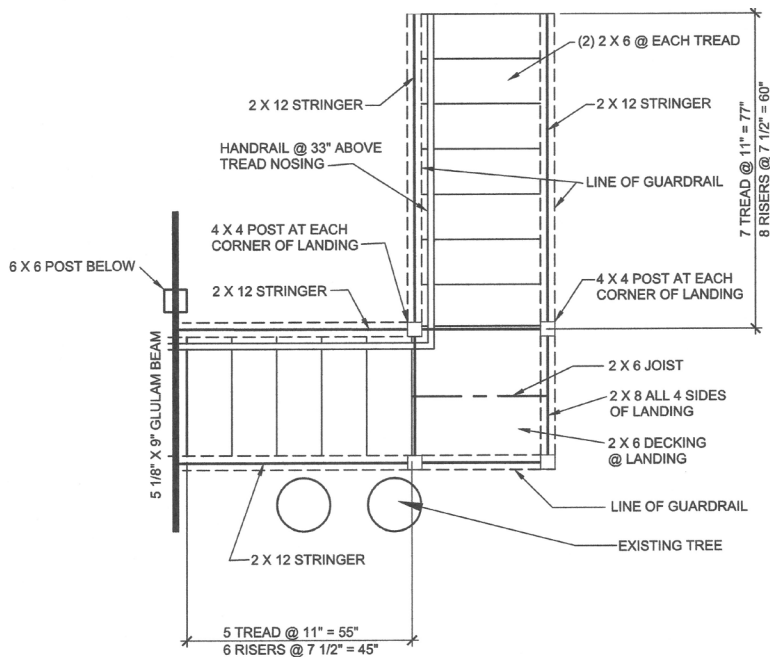
MARY WILLS & SALLY DRYER
713 MAIN STREET
JEROME ARIZONA



Detail view of page 3, Building-section & Stair plan, Footings.

Source: Mary Wills & Sally Dryer

3 FOOTING
FTG SCALE: 1 1/2" = 1'-0"

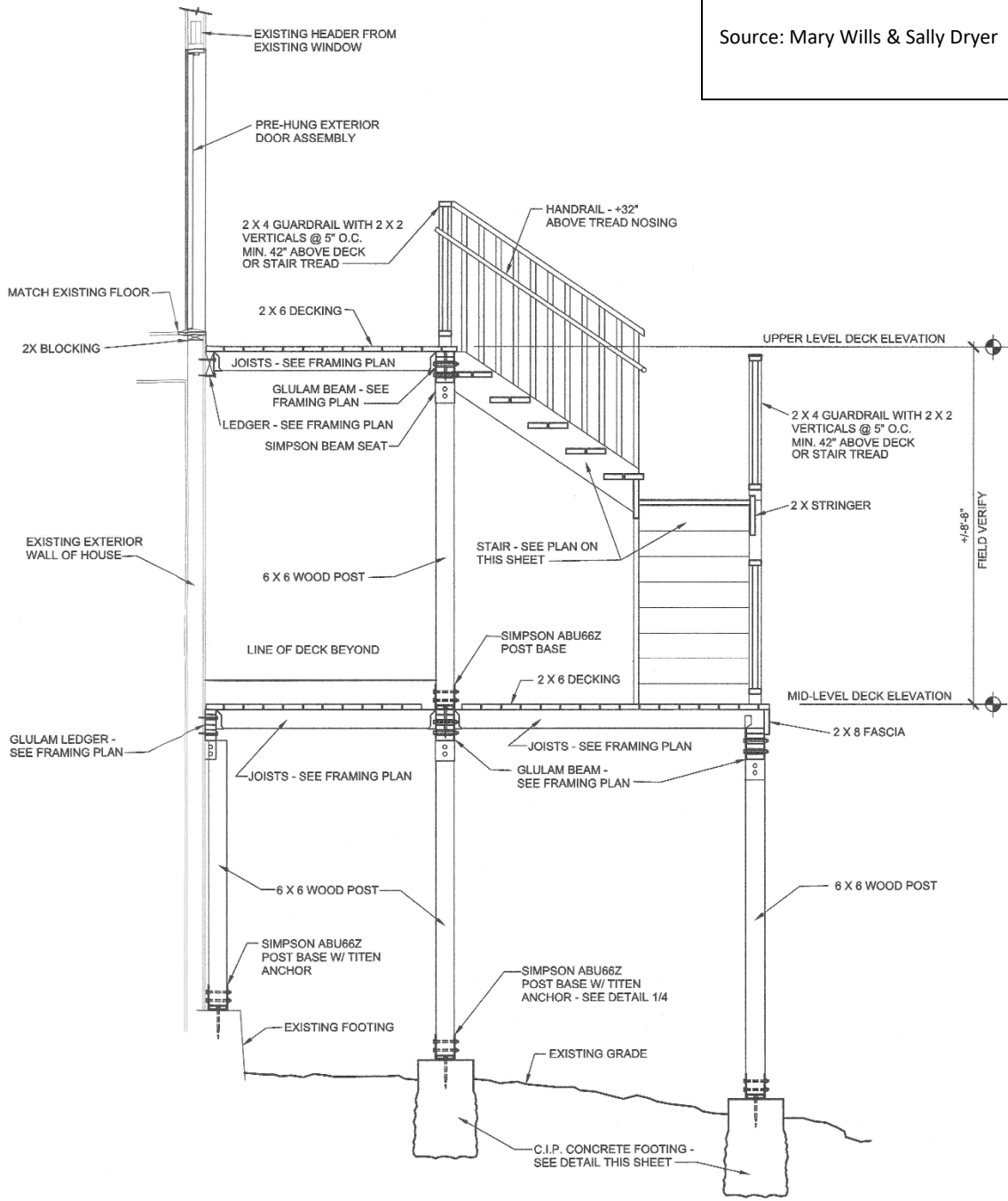


Detail view of page 3, Building-section & Stair plan.

Source: Mary Wills & Sally Dryer

2 STAIR PLAN
SCALE: 1/2" = 1'-0"

Detail view of page 3, Building-section & Stair plan.
Source: Mary Wills & Sally Dryer



1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

Application & Related Information